



Board of Directors:

MICHAEL LEBOW, President
SHAWN THOMAS, Vice President
JARED BOUCHARD, Director
KRISTINA BREWER, Director
SEAN DEBLEY, Director

PETER MARTINEZ
General Manager

353 Santa Monica Drive · Channel Islands Beach, CA · 93035-4473 · (805) 985-6021 · FAX (805) 985-7156
A PUBLIC ENTITY SERVING CHANNEL ISLANDS BEACHES AND HARBOR · CIBCSO.COM

BOARD OF DIRECTORS REGULAR BOARD MEETING NOTICE & AGENDA

NOTICE IS HEREBY GIVEN that the Board of Directors of the Channel Islands Beach Community Services District will hold a Regular Board Meeting beginning at 5:00 P.M. on Tuesday February 11, 2025. The meeting will be held at the Channel Islands Beach Community Services District 353 Santa Monica Drive., Channel Islands Beach, CA 93035.

The agenda is as follows:

A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:

B. PUBLIC COMMENTS:

1. Opportunity for members of the public to address the Board on matters under the purview of the District and which are not on the agenda. (Time limit 3 minutes per speaker)

C. CONSENT CALENDAR:

1. Approve the Agenda Order
2. Financial Reports:
 - a. Cash Disbursal & Receipt Report – January 2025

3. Minutes:
 - a. January 14, 2025, Regular Board Meeting

4. Authorize customer requests for relief from water charges due to leaks on the property consistent with Resolution 16-06:

	Account Number	Water Relief	Sewer Relief	Total Relief
a.	16190-02	\$155.70	\$415.15	\$570.85
b.	02460-02	\$51.75	\$166.06	\$217.81
				\$788.66

D. OPERATIONS REPORT:

E. CLOSED SESSION:

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (GOV. CODE § 54957)
TITLE: GENERAL MANAGER**

F. ACTION CALENDAR:

- 1. ANNUAL PERFORMANCE AND SALARY REVIEW OF DISTRICT GENERAL MANAGER, THE BOARD WILL REVIEW AND CONSIDER THE GENERAL MANAGER'S PERFORMANCE AND COMPENSATION FOLLOWING CLOSED SESSION PERFORMANCE EVALUATION.**

Recommendation:
1) Board Discretion

- 2. RIBBON CUTTING DISCUSSION FOR DISTRICT ADMINISTRATION AND OPERATIONS FACILITY**

Recommendation:
1) Board Discretion

G. INFORMATION CALENDAR:

1. Report from Board Members of any meeting or conference where compensation for attendance was received.

H. BOARD MEMBER COMMENTS:

I. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

AGENDA POSTING CERTIFICATION

This agenda was posted Thursday, February 6, 2025, by 5:00 PM. The agenda is posted at the District Office and two public notice bulletin boards, which are accessible 24 hours per day. The locations include:

- Hollywood Beach School, 4000 Sunset Lane
- Corner Store, 2425 Roosevelt Blvd.
- District Office, 353 Santa Monica Drive

Agendas are also posted on the District's website at www.cibcsd.com.



Peter Martinez
General Manager

REQUESTS FOR DISABILITY-RELATED MODIFICATION OR ACCOMMODATION, INCLUDING AUXILIARY AIDS OR SERVICES, IN ORDER TO ATTEND OR PARTICIPATE IN A MEETING, SHOULD BE MADE TO THE SECRETARY OF THE BOARD IN ADVANCE OF THE MEETING TO ENSURE THE AVAILABILITY OF REQUESTED SERVICE OR ACCOMODATION. NOTICES, AGENDAS AND PUBLIC DOCUMENTS RELATED TO THE BOARD MEETINGS CAN BE MADE AVAILABLE IN ALTERNATIVE FORMAT UPON REQUEST.

Channel Islands Beach 2013

2/5/2025 9:32 AM

Register: 1002 · Checking Pacific Western

From 01/01/2025 through 01/31/2025

Sorted by: Date, Type, Number/Ref

Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/01/2025	9242	Robert Lostutter	2000 - Accounts Payable	Jan. 2025 Rent	3,000.00	X		233,968.99
01/02/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,888.56	235,857.55
01/02/2025	ACH	So. California Edison...	2 - Sewer System Expe...	12-13-24	352.49			235,505.06
01/02/2025	ACH	Frontier-Office	6 - Administrative Exp...	12-17-24	419.79			235,085.27
01/02/2025	ACH	Aflac	*2020 - Payroll Liabilit...	462872	309.26			234,776.01
01/02/2025	ACH	ACWA/JPIA Health ...	5 - Salaries & Benefits:...	0704845	996.35			233,779.66
01/02/2025	9243	Amazon Capital Serv...	2000 - Accounts Payable		608.30			233,171.36
01/02/2025	9244	Atlantis Utility, INC.	2000 - Accounts Payable		233.46			232,937.90
01/02/2025	9245	Badger Meter	2000 - Accounts Payable		1,795.83			231,142.07
01/02/2025	9246	Hollister & Brace	2000 - Accounts Payable		2,970.00			228,172.07
01/02/2025	9247	Pacific Couriers	2000 - Accounts Payable		316.75			227,855.32
01/02/2025	9248	Patriot Environmenta...	2000 - Accounts Payable		1,873.64			225,981.68
01/02/2025	9249	Streamline	2000 - Accounts Payable	1-1-25 to 1-1-26	3,888.00			222,093.68
01/02/2025	9250	SWRCB Accounting ...	2000 - Accounts Payable	FY 24-25 Wate...	17,052.92			205,040.76
01/02/2025	9251	Taft Electric Company	2000 - Accounts Payable		750.00			204,290.76
01/02/2025	9252	Underground Service...	2000 - Accounts Payable		58.10			204,232.66
01/03/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			152.09	204,384.75
01/03/2025	9254	Robert Lostutter	2000 - Accounts Payable		272.91			204,111.84
01/06/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			988.56	205,100.40
01/06/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,379.43	207,479.83
01/06/2025	9255	805 Cleaning Services	2000 - Accounts Payable		300.00			207,179.83
01/06/2025	9256	County of Ventura - ...	2000 - Accounts Payable	Admin excavat...	1,840.00			205,339.83
01/06/2025	9257	Miguel Zavalza	2000 - Accounts Payable		150.00			205,189.83
01/07/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,757.93	206,947.76
01/07/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,620.73	209,568.49
01/07/2025	ACH	ACWA/JPIA Health ...	5 - Salaries & Benefits:...	0704845	996.35			208,572.14
01/07/2025	ACH	Cardmember Service	8000 - Suspense	Dec. 2024	10,101.81			198,470.33
01/07/2025	9258	WHITE CAP	2000 - Accounts Payable		89.37			198,380.96
01/07/2025	9259	KIM JOHNSON	2000 - Accounts Payable	CUSTOMER ...	150.00			198,230.96
01/08/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,183.82	200,414.78
01/08/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			9,500.76	209,915.54
01/08/2025	ACH	CalPERS	-split-	py pd 12-21-20...	4,639.36			205,276.18
01/08/2025	ACH	Nationwide Retirement	-split-	py pd 12-21-24...	2,808.19			202,467.99
01/08/2025	9260	Low Voltage Solutio...	2000 - Accounts Payable		720.00			201,747.99
01/08/2025	9261	Ventura County Star	2000 - Accounts Payable	7-1-24 to 12-31...	686.13			201,061.86
01/08/2025	9262	CUSI	2000 - Accounts Payable	3-1-25 to 2-28-...	7,200.00			193,861.86
01/08/2025	9264	Prime Masonry Mate...	2000 - Accounts Payable		946.68			192,915.18
01/08/2025		QuickBooks Payroll ...	-split-	Created by Pay...	38,027.42			154,887.76
01/08/2025	To Print	Carol J Dillon	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Chaz C Ryan	-split-	Direct Deposit		X		154,887.76

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/08/2025	To Print	E.D. Brock	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Erica M Pena	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Jesus Navarro	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Peter A. Martinez	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Rick J Rivera	-split-	Direct Deposit		X		154,887.76
01/08/2025	To Print	Erika F Davis	-split-	Direct Deposit		X		154,887.76
01/09/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,085.90	155,973.66
01/09/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			5,902.67	161,876.33
01/09/2025	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...		83.75			161,792.58
01/09/2025	9263	EJ Harrison & Sons, ...	2000 - Accounts Payable		53,389.11			108,403.47
01/09/2025	9265	CUSI	2000 - Accounts Payable		15.00			108,388.47
01/09/2025	9266	FGL Environmental I...	2000 - Accounts Payable		187.00			108,201.47
01/09/2025	9267	FGL Environmental I...	2000 - Accounts Payable		803.00			107,398.47
01/09/2025	9268	PHWA	2000 - Accounts Payable	November Inv. ...	129,649.68			-22,251.21
01/10/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			745.04	-21,506.17
01/10/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,419.14	-18,087.03
01/10/2025	WIRE	QB:DEPOSIT	1200 - Accounts Recei...	Transfer from ...			150,000.00	131,912.97
01/10/2025	ACH	Spectrum	6 - Administrative Exp...	1-10-25	245.96			131,667.01
01/10/2025	ACH	Tampa Hardware 2	-split-	12-31-24	881.93			130,785.08
01/10/2025	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...		83.75			130,701.33
01/13/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			796.34	131,497.67
01/13/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,976.07	133,473.74
01/14/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			547.93	134,021.67
01/14/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,802.87	135,824.54
01/15/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,685.07	137,509.61
01/15/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,363.29	140,872.90
01/15/2025	ACH	Vanco Chrg	6 - Administrative Exp...	Jan. 2025	90.10			140,782.80
01/15/2025	ACH	Banc of California	6 - Administrative Exp...	Analysis Fee	168.01			140,614.79
01/16/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			467.19	141,081.98
01/16/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,811.51	143,893.49
01/16/2025	ACH	AT & T	6 - Administrative Exp...	1-1-25	1,018.35			142,875.14
01/16/2025	ACH	Spectrum	6 - Administrative Exp...	01-01-25	418.14			142,457.00
01/16/2025	ACH	Spectrum	6 - Administrative Exp...	01-06-25	245.96			142,211.04
01/16/2025	ACH	So. California Edison...	2 - Sewer System Expe...	1-14-25	1,263.33			140,947.71
01/16/2025	9269	CSDA	2000 - Accounts Payable	1-25 to 12-25 ...	9,338.00			131,609.71
01/16/2025	9270	OC Solar	2000 - Accounts Payable		35,235.95			96,373.76
01/16/2025	9271	A to Z Law, LLP	2000 - Accounts Payable		1,710.00			94,663.76
01/16/2025	9272	Base Auto Parts and ...	2000 - Accounts Payable		7.17			94,656.59
01/16/2025	9273	CUSI	2000 - Accounts Payable		78.10			94,578.49
01/16/2025	9274	Famcon Pipe and Su...	2000 - Accounts Payable		11.58			94,566.91

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/16/2025	9275	Ferguson Enterprises...	2000 - Accounts Payable		430.62			94,136.29
01/16/2025	9276	FGL Environmental I...	2000 - Accounts Payable		187.00			93,949.29
01/16/2025	9277	Great American Fina...	2000 - Accounts Payable		163.82			93,785.47
01/16/2025	9278	Michael K. Nunley ...	2000 - Accounts Payable		207.00			93,578.47
01/16/2025	9279	Oil Changer	2000 - Accounts Payable	Oil Change 20...	107.41			93,471.06
01/16/2025	9280	S.L. Leonard & Asso...	2000 - Accounts Payable		271.89			93,199.17
01/16/2025	9281	SSBP	2000 - Accounts Payable		641.20			92,557.97
01/16/2025	9282	Wex Bank	2000 - Accounts Payable		910.51			91,647.46
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/9			235.00	91,882.46
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/7			905.61	92,788.07
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/10			150.00	92,938.07
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/13			233.00	93,171.07
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/2			277.99	93,449.06
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/13			6,568.52	100,017.58
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/13			9,805.67	109,823.25
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/14			19,164.54	128,987.79
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/7			5,051.18	134,038.97
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1-9			4,288.22	138,327.19
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/9			6,874.97	145,202.16
01/17/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/16			8,632.62	153,834.78
01/17/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,446.39	155,281.17
01/17/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,989.72	157,270.89
01/17/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Monthly Bank ...			104,082.59	261,353.48
01/17/2025	9283	ACWA/Joint Powers...	2000 - Accounts Payable	10-1-24 to 12-3...	3,490.68			257,862.80
01/17/2025		QuickBooks Payroll ...	-split-	Created by Pay...	95.25			257,767.55
01/21/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,994.60	260,762.15
01/21/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Monthly Bank ...			38,076.72	298,838.87
01/22/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			630.77	299,469.64
01/22/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			2,366.77	301,836.41
01/22/2025	ACH	Frontier	6 - Administrative Exp...	1-15-25	1,017.31			300,819.10
01/22/2025	ACH	Aflac	*2020 - Payroll Liabilit...	801609	309.26			300,509.84
01/22/2025	ACH	So. California Edison...	2 - Sewer System Expe...	1-17-25	645.39			299,864.45
01/22/2025	ACH	CalPERS	-split-	1-14-25	15,078.98			284,785.47
01/22/2025	ACH	Nationwide Retirement	-split-	1-22-25	2,410.85			282,374.62
01/22/2025	RETCK	QB:Returned Item	1200 - Accounts Recei...	Gordinier	109.21			282,265.41
01/22/2025	9284	AWA	2000 - Accounts Payable	AWA 1-29-25 ...	40.00			282,225.41
01/22/2025	9285	Kelly Printing Supplies	2000 - Accounts Payable		251.90			281,973.51
01/22/2025	9286	Streamline Office So...	2000 - Accounts Payable		269.02			281,704.49
01/22/2025		Peter A. Martinez	-split-	VOID: Direct ...		X		281,704.49
01/22/2025		QuickBooks Payroll ...	-split-	Adjusted for vo...	22,075.60			259,628.89

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Date	Number	Payee	Account	Memo	Payment	C	Deposit	Balance
01/22/2025		QuickBooks Payroll ...	-split-	Created by Pay...	6,536.44			253,092.45
01/22/2025	To Print	Carol J Dillon	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Chaz C Ryan	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	E.D. Brock	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Erica M Pena	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Erika F Davis	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Jesus Navarro	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Rick J Rivera	-split-	Direct Deposit		X		253,092.45
01/22/2025	To Print	Peter A. Martinez	-split-	Direct Deposit		X		253,092.45
01/23/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,389.46	254,481.91
01/23/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			4,208.50	258,690.41
01/23/2025	ACH	So. California Edison...	2 - Sewer System Expe...	1-14-25	378.84			258,311.57
01/23/2025	9287	OnePlus Integrations ...	2000 - Accounts Payable		804.33			257,507.24
01/23/2025	9288	PHWA	2000 - Accounts Payable	December 2024	89,438.19			168,069.05
01/23/2025	9289	WHITE CAP	2000 - Accounts Payable		32.31			168,036.74
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			98.60	168,135.34
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			132.97	168,268.31
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			160.00	168,428.31
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			813.13	169,241.44
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			10,596.57	179,838.01
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			11,394.62	191,232.63
01/24/2025	DEP	QB:DEPOSIT	1200 - Accounts Recei...	Dep 1/24			38,650.01	229,882.64
01/24/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			325.61	230,208.25
01/24/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			3,227.43	233,435.68
01/24/2025	9290	SWRCB-DWOCP	2000 - Accounts Payable	Chaz Ryan	70.00			233,365.68
01/24/2025	9291	Famcon Pipe and Su...	2000 - Accounts Payable		409.48			232,956.20
01/24/2025	9292	FGL Environmental I...	2000 - Accounts Payable		187.00			232,769.20
01/24/2025	9293	Proven Print Services	2000 - Accounts Payable		1,717.72			231,051.48
01/24/2025	9294	Famcon Pipe and Su...	2000 - Accounts Payable		48.26			231,003.22
01/27/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			1,369.52	232,372.74
01/27/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			4,139.38	236,512.12
01/27/2025	ACH	SEIU, Local 721	*2020 - Payroll Liabilit...	py pd 1-4-25 t...	83.75			236,428.37
01/28/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			1,183.31	237,611.68
01/28/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,609.48	240,221.16
01/28/2025	9295	CUSI	2000 - Accounts Payable		176.00			240,045.16
01/28/2025	9296	Proven Print Services	2000 - Accounts Payable	#10 Envelopes	2,123.55			237,921.61
01/28/2025	9297	Robert Lostutter	2000 - Accounts Payable		308.64			237,612.97
01/28/2025	9298	SWRCB	2000 - Accounts Payable	Annual Fee 20...	881.00			236,731.97
01/29/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco			505.00	237,236.97
01/29/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI			2,747.97	239,984.94

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Date	Number	Payee	Account	Memo	Payment C	Deposit	Balance
01/30/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		465.14	240,450.08
01/30/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		1,463.56	241,913.64
01/31/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	Vanco		198.74	242,112.38
01/31/2025	EDEP	QB:DEPOSIT	1200 - Accounts Recei...	CUSI		1,011.43	243,123.81
01/31/2025	ACH	So. California Edison...	2 - Sewer System Expe...	1-14-25	780.65		242,343.16

MINUTES OF THE
CHANNEL ISLANDS BEACH COMMUNITY SERVICES DISTRICT
REGULAR BOARD MEETING, January 14, 2025

A. CALL TO ORDER, ROLL CALL, PLEDGE OF ALLEGIANCE:

President Brewer called the meeting to order at 5:01 P.M. In attendance, Vice President Lebow, Director Bouchard, Director Thomas, General Manager, Peter Martinez, General Counsel, Dennis McNulty, Clerk of the Board, Erika Davis, Office Manager CJ Dillon, and Operations Manager Jesus (Chuy) Navarro.

Director Debley was absent.

B. PUBLIC COMMENTS:

None.

C. CONSENT CALENDAR:

Vice President Lebow made the motion to approve the Consent Calendar. Director Bouchard seconded the motion. The motion passed.

Brewer, Lebow, Bouchard, Thomas

4 - Yes 0 -No

D. CLOSED SESSION:

Director Bouchard and General Counsel McNulty excused themselves and did not participate in the Closed Session- item D-1.

The Board went into Closed Session at 5:11 p.m.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Authority: California Government Code § 54956.9(d)(1)

Director Debley joined the meeting at 5:17 p.m.

The Board returned from Closed Session item D-1 at 5:54 p.m.

Director Bouchard and General Counsel McNulty returned and joined the Closed Session item D-2.

The Board went into Closed Session item D-2 at 5:55 p.m.

The Board returned from Closed Session item D-2 at 5:59 p.m.

The Board reported that they met in Closed Session to discuss item D-1. No action was taken at this time.

General Counsel McNulty reported that the Board met in Closed Session to discuss item D-2. The Board will continue item D-2 to the next Regular Board Meeting.

E. ACTION CALENDAR:

1. ANNUAL PERFORMANCE AND SALARY REVIEW OF DISTRICT GENERAL MANAGER, THE BOARD WILL REVIEW AND CONSIDER THE GENERAL MANAGER'S PERFORMANCE AND COMPENSATION FOLLOWING CLOSED SESSION PERFORMANCE EVALUATION.

The Board took no action at this time. The Board stated that according to the contractual agreement already in place the CPI increase can be implemented even though the review is postponed to February 2025 Regular Board Meeting.

2. ELECTION OF BOARD OFFICERS FOR CALENDAR YEAR 2025

President Brewer moved to nominate Vice President Lebow for President for the 2025 calendar year. Director Bouchard seconded the motion. The motion passed.

ROLL CALL VOTE:

Brewer: YES, Lebow: ABSTAIN, Bouchard: YES, Debley: YES, Thomas: YES
4-Yes 0-No 1-ABSTAIN

Director Bouchard moved to nominate Director Thomas for Vice President for the 2025 calendar year. President Lebow seconded the motion. The motion passed.

ROLL CALL VOTE:

Brewer: YES, Lebow: YES, Bouchard: YES, Debley: YES, Thomas: ABSTAIN
4-Yes 0-No 1-ABSTAIN

Board assignments were made (see attached). Director Bouchard made the motion to approve the Board assignments for the calendar year 2025. Director Debley seconded the motion. The motion passed.

ROLL CALL VOTE:

Brewer: YES, Lebow: YES, Bouchard: YES, Debley: YES, Thomas: YES 5-Yes 0-No

3. AMENDMENT TO CROSS BASE PIPELINE AGREEMENT WITH THE CITY OF PORT HUENEME

General Manager Martinez explained that per Board's request General Counsel McNulty and General Manager Martinez met with the City of Port Hueneme. The City of Port Hueneme agreed to a three-year stay. General Counsel McNulty stated that if they do start the project before three years then the agreement would be reinstated at that point, and they would have to pay the prorated portion of the annual fee. Director Bouchard made the motion to approve the Amendment to the Cross Base Pipeline Agreement and directed the General Manager to execute the Amendment with the City of Port Hueneme. Director Brewer seconded the motion. The motion passed.

ROLL CALL VOTE:

Brewer: YES, Lebow: YES, Bouchard: YES, Debley: YES, Thomas: YES 5-Yes 0-No

4. DISTRICT ADMINISTRATION AND OPERATIONS FACILITY CONSTRUCTION UPDATE

General Manager Martinez said that the elevator, fire sprinklers and fire alarms passed inspection. The fire life safety inspection will take place tomorrow. Thursday will be final inspection.

F. INFORMATION CALENDAR:

1. LAFCo Election Results

The candidate that received the most votes cast for LAFCo Special District Regular Board Member is Chris Stephens, of the Ventura Port District.

2. Report from Board Members of any meeting or conference where compensation for attendance was received.

President Lebow said he attended the Port Hueneme Agency meeting and there was nothing to report.

G. BOARD MEMBER COMMENTS:

Director Brewer commented that the fires may bring an influx of people to the community but has not seen that yet.

President Lebow thanked the Ventura and Oxnard Fire personnel for putting out the Auto fire and the work in Los Angeles as well. President Lebow suggested an Emergency Preparedness Open house day for the community.

Director Bouchard asked that LAFCo be contacted regarding the CERT program and how to reinstate the program.

Director Debley asked General Manager Martinez to message the community regarding water supply and fire prevention.

H. GENERAL COUNSEL & GENERAL MANAGER COMMENTS:

General Counsel had no comment.

General Manager reminded that Board that Bob Nast celebration of life will be Friday, January 24th at 1:00 p.m.

The Board Meeting adjourned at 6:33 p.m.

Michael Lebow, President

For reference, the table below summarizes all the Board, Committee, Agency seats, and Professional Association appointments that need to be filled.

2025 List of Positions & Assignments

Organization	Member(s)	Alternate
Board Positions		
President	Michael Lebow	n/a
Vice President	Shawn Thomas	n/a
Committee Assignments		
Finance Committee	Jared Bouchard, Sean Debley	President
Facilities Committee	Kristina Brewer, Shawn Thomas	President
Water Rate Review Committee	President	Vice President
Agency Appointments		
ACWA/JPIA	Jared Bouchard	Kristina Brewer
ACWA	Jared Bouchard	Michael Lebow
PHWA	Shawn Thomas, Michael Lebow	Jared Bouchard
VCSDA	Shawn Thomas	Michael Lebow
VRSD & Committee	Kristina Brewer	Michael Lebow
CSDA	Jared Bouchard	Sean Debley
CASA	Michael Lebow	Sean Debley



Board of Directors:

MICHAEL LEBOW, President
SHAWN THOMAS, Vice President
JARED BOUCHARD, Director
KRISTINA BREWER, Director
SEAN DEBLEY, Director

PETER MARTINEZ
General Manager

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Regular Board Meeting, February 11, 2025

To: Board of Directors
From: Pete Martinez, *General Manager*
Subject: Ribbon Cutting Discussion for District Administration and Operations Facility
Item: F-2

RECOMMENDATION:

1. Board discretion.

BACKGROUND/DISCUSSION:

January 13, 2025, the Board requested that the Ribbon Cutting/Open House be added to a future agenda to determine the event's date and program. The District received the official Certificate of Occupancy from the County on Monday, January 27, 2025. Subsequently, the District commenced operations at the newly constructed building located at 353 Santa Monica Drive on Thursday, January 30, 2025. It's noteworthy to mention that holding a ribbon-cutting ceremony approximately six months after obtaining the Certificate of Occupancy is not uncommon. This allows for staff to get settled and be in the best position to showcase the new facility.